

To access the available online records, please click the link above (<https://www.sfflexsuiteweb.com/sfcounty.aspx>). Existing users can log in normally, new users should click the Sign-Up link in the upper right corner to create an account. **Only one account is required to access counties using SFFlexSuite® Web**

Options to view and print document images:

1. Credit card: One (1) hour pass \$30.00 with a convenience fee of \$2.00 or Three (3) hour pass \$70.00 with a convenience fee of \$2.00.
2. Subscription: Contact the Recorder at 573-546-5700 ext. 8 for an application and pricing.

Data Availability:

- Images of Real Estate documents are in the process of being completed.

Instructions to sign up on SFFlexSuite® Web:

1. Fill out all required information, read the disclaimer and check the box, then click Submit.
2. Find the appropriate group in the list that appears and click the (+) button for the row to request access to the records. You may need to use the arrows at the bottom of the list to change pages to find it.

List of Groups for Madison County

- For credit card access to indexes and images: **Iron County Public**
- For subscribers with access to indexes and images: **Iron County Subscribers (Print Images)**
- For subscribers with access to indexes and images with batch download capability: **Iron County Subscribers (Batch Download Images)**
- All of the above groups have access to limited index information of marriage licenses.
- **To access the credit card payment interface:**
- Click the Application Window button and click on the 'Portal Management' tab.
- Go into 'User Profile' and click on the 'Shopping Cart' icon.
 - Make your choice from the dropdown menu and click 'Add Item'.
 - Click on 'Confirm Your Purchase', click 'Pay By Credit Card' and enter your credit card information
- After successfully completing the credit card transaction and being redirected to the User Profile, click on the Application Window and choose the 'Madison Co' tab
- Click on the selected application and begin the search.
- To exit the web portal: Click on the top far right orange icon (Exit the portal).

**To view a detailed reference document for SFFlexSuite® Web, click the link above
(<https://sfflexsuiteweb.com/doc/SFFlexSuite%20Web%20Reference.pdf>)**

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